



***COMMONWEALTH of VIRGINIA***  
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**MEMORANDUM**

**To:** Joseph K. Funkhouser, II, Chair  
Real Estate Board  
Department of Professional and Occupational Regulation

**From:** Ellen E. Coates  
Assistant Attorney General

**Date:** October 6, 2003

**Subject:** Letter of Assurance for Public Participation Guidelines

I have reviewed the Board for Real Estate's Public Participation Guidelines that were posted on Town Hall on September 26, 2003. In my view as counsel to the Board, the Board may promulgate these Public Participation Guidelines pursuant to §§ 54.1-201(5) and 2.2-4007(D) of the Code of Virginia.